



# TOWN OF HINGHAM

## Planning Board

### NOTICE OF DECISION SITE PLAN REVIEW

#### IN THE MATTER OF:

Applicant/Owner: Alina Andrade  
245 High Street  
Hingham, MA 02043

Agent: Carmen Hudson, P.E.  
Campos Hudson Engineering, LLC  
2 Kennie Lane  
Pembroke, MA 02359

Property: 245 High Street, Hingham, MA 02043

Deed Reference: Plymouth County Registry of Deeds Book 54522 Page 260

Plan References: "Construction Period Stormwater Operation and Maintenance Plan and Construction Sequencing," prepared by Campos Hudson Engineering, LLC, 2 Kennie Lane, Pembroke, MA, dated May 9, 2025 (3 Sheets)

"Landscape Plan," prepared by Patricia Van Buskirk Landscape Architecture, 18 Summit Drive, Hingham, MA, dated June 18, 2025 (1 Sheet)

"Long-Term Pollution Prevention Plan," prepared by Campos Hudson Engineering, LLC, 2 Kennie Lane, Pembroke, MA, dated May 9, 2025 (3 Sheets)

"Renovation and Addition Project," prepared by Bruno Andrade, dated August 27, 2024 (26 Sheets)

"Site Plan, 245 High Street, Hingham, MA 02043," prepared by Campos Hudson Engineering, LLC, 2 Kennie Lane, Pembroke, MA, dated April 8, 2025 and revised through June 18, 2025 (1 Sheet)

RECEIVED

JUL 10 2025

Town Clerk  
Hingham, MA

## **SUMMARY OF PROCEEDINGS**

This matter came before the Planning Board (the “Board”) on the application of Alina Andrade (the “Applicant”) for Site Plan Review under § I-I of the Zoning By-Law (the “By-Law”) to construct an addition with related hardscaping, landscaping, grading, and drainage at 245 High Street in Residence District B.

The Board opened a duly noticed public hearing on the application at a meeting held on May 5, 2025 without the receipt of testimony. Subsequent substantive hearings were held on May 19, 2025, June 9, 2025, and July 7, 2025. All hearings were held remotely via Zoom as an alternate means of public access pursuant to Chapter 2 of the Acts of 2025 temporarily suspending certain provisions of the Open Meeting Law. The Board panel consisted of regular members Tracy Shriver, Chair, Gordon Carr, Crystal Kelly, and Gary Tondorf-Dick. Carmen Hudson, P.E., of Campos Hudson Engineering, presented the application to the Board. At the conclusion of the review, the Board voted to grant Site Plan Approval under § I-I of the By-Law with conditions set forth below.

Throughout its deliberations, the Board was mindful of the statements of the Applicant, its representative, and the comments of the general public, all as made or received at the public hearing.

## **BACKGROUND & DISCUSSION**

The subject property consists of 21,305± SF improved by a single-family dwelling, paved driveway, inground pool, limited landscaping and several trees. The proposal calls for an addition off the rear of the dwelling, removal of the existing pool, slight expansion of the paved driveway, and regrading of the site. According to the project narrative, the back yard was cleared in 2021 and ground cover was never restored, however no tree removal has occurred in the past 12 months (the limit to the Planning Board’s jurisdiction of Protected Trees). The Applicant also notes in the revised project narrative that the project started as a simple addition to the rear and front of the existing dwelling, however, grading required to achieve access to and from the proposed additions and to prevent stormwater from being directed toward the dwelling were not considered when applying for a building permit. Therefore, while excavating for the proposed rear addition, a greater area than the proposed rear addition was disturbed which triggered a stop work order from the Building Department and the homeowner was required to apply for Site Plan Review. Total land disturbance associated with the project consists of approximately 8,500 SF – 5,500 SF of which is in areas with a slope greater than 10% – and a net cut of 458 CY.

The proposed grading of the site will direct runoff away from the dwelling/proposed addition and adjacent properties on each side. Runoff currently flows toward High Street and will continue to do so in the proposed conditions. A subsurface infiltration system is proposed in the front yard to capture roof runoff and a subsurface drainage trench is proposed in the rear yard as well. Existing utilities serving the dwelling will remain unchanged. A silt sock is proposed as a perimeter erosion control barrier around the limit of work. Eight trees are proposed for removal – one of

which is a Protected Tree within the Tree Yard totaling 14 caliper inches, requiring 7" of mitigation plantings. The Applicant proposes two trees for mitigation totaling 7" in addition to a number of other shrubs and plantings throughout the site. However, as conditioned by the approval, a total of 27" of tree plantings will be installed onsite.

In addition to staff, the Board's civil peer review engineer Patrick Brennan, PGB Engineers, reviewed this project to evaluate conformance with MassDEP Stormwater Management Standards (SMS) and best engineering practices. Mr. Brennan's report included comments related to the HydroCAD model, the pool removal, and construction entrance. The Applicant provided revisions that address all of Mr. Brennan's comments.

During the course of the hearing, the Board raised questions and comments related to tree removal, stormwater runoff, fence installation, the driveway extension, the septic system, project history, tree and vegetation clearing, construction vehicle parking, project sequencing, stormwater calculation modeling, and floor plan clarification. Board discussion ultimately resulted in plan revisions related to saving trees, driveway reduction, and additional stormwater mitigation, as well as conditions of approval related to additional tree plantings and boulder removal. There was extensive public comment in writing and at the hearings related to stormwater runoff, street puddling/icing, tree removal, project history, boulders, fence repairs, driveway expansion, the septic system, rodents, tree species, neighborhood history, by-law provisions, grass growth, basement flooding, foundation integrity, tree markings, grading, pool removal, construction vehicle parking, architectural plans, site safety, and property bounds.

## **WAIVERS**

The Applicant requested a waiver of submittal requirements under Section I-I.5.f (utility plan), g (landscape plan), I(ii) (site lighting plan), and I(iii) (Transportation Impact Analysis). The request for a waiver of the utility plan is not needed, as utilities are shown on the plan. With respect to the landscape plan waiver request, this waiver is no longer needed as the Applicant has since provided one following indication from the Board that the waiver would not be granted. Finally, a waiver of site lighting plan and Transportation Impact Analysis would be appropriate given the residential nature of the project.

The Applicant also requested a Design and Performance Standard under Section I-I.6.h requiring an underground electrical/communication connection. A waiver of this requirement to allow the wires to remain overhead would be consistent with previous practice on addition projects.

## **DESIGN AND PERFORMANCE STANDARDS**

### **a. Land Disturbance**

Total land disturbance associated with the project consists of approximately 8,500 SF – 5,500 SF of which is in areas with a slope greater than 10% – and a net cut of 458 CY. The proposed work is designed to maintain existing drainage patterns to the greatest extent practicable.

**b. Site Design**

The proposed addition is located to the rear of the dwelling and a small bump out in the front. The existing pool will be removed and become part of the yard area. Additionally, the driveway will remain the same, but with a small expansion area to the rear of the existing driveway.

**c. Character and Scale of Buildings**

The proposed addition project is similar in character and scale of other homes in the vicinity.

**d. Preservation of Existing Vegetation and Protected Trees**

Eight trees are proposed for removal – one of which is a Protected Tree within the Tree Yard totaling 14 caliper inches, requiring 7” of mitigation plantings. The Applicant proposes two trees for mitigation totaling 7” in addition to a number of other shrubs and plantings throughout the site. However, as conditioned by the approval, a total of 27” of tree plantings will be installed onsite.

**e. Limit of Clearing**

Eight trees are proposed for removal – one of which is a Protected Tree within the Tree Yard totaling 14 caliper inches, requiring 7” of mitigation plantings. Additionally, a silt sock is proposed as a perimeter erosion control barrier around the limit of work.

**f. Finished Grade**

Minor grade changes are proposed to most closely match the existing topography and provide stability for the structures. An erosion control blanket is proposed during construction where the slope exceeds 3:1. Grades will be stabilized once loamed and seeded.

**g. Stormwater Management**

The proposed grading of the site will direct runoff away from the dwelling/proposed addition and adjacent properties on each side. Runoff currently flows toward High Street and will continue to do so in the proposed conditions. A subsurface infiltration system is proposed in the front yard to capture roof runoff and a subsurface drainage trench is proposed in the rear yard as well.

**h. Utilities**

Existing utilities serving the dwelling will remain unchanged.

**i. Pedestrian and Vehicular Access; Traffic Management**

There are no changes proposed with respect to traffic management or pedestrian access. The existing driveway will remain the same but with a small expanded area to the rear of the existing driveway.

**j. Lighting**

Typical residential lighting is proposed with this project.

## **FINDINGS**

Based on the information submitted and presented during the review, and the deliberations and discussions of the Board during the hearings, the Board made the following findings in accordance with the Approval Criteria under § I-I,7. of the By-Law:

- a. The proposed development, as conditioned by the Approval, will not adversely affect the health, safety and welfare of the prospective occupants, the occupants of neighboring properties, and users of the adjoining streets or highways, and the welfare of the Town generally.
- b. The proposed development meets all applicable Design and Performance Standards, with the exception of a Standard under § I-I, 6.h requiring an underground electrical/communication connection. A waiver of this Standard to allow an overhead connection will not adversely impact the interests set forth in subsection a. above.

## **MOTION**

Upon a motion made by Tracy Shriver and seconded by Crystal Kelly, the Board voted to GRANT the application of Alina Andrade for Site Plan Approval under § I-I of the Zoning By-Law, with a waiver of submittal requirements under § I-I.5.I(ii), and I(iii) related to a site lighting plan and Transportation Impact Analysis, to construct an addition with related hardscaping, landscaping, grading, and drainage at 245 High Street in Residence District B, subject to the following conditions:

1. Proof of Recording. The Applicant shall file a certified copy of this decision in the Registry of Deeds and provide evidence of such recording with the application for a building permit.
2. Boulder Removal. With the exception of structural or site stabilization measures, before resuming work, boulders onsite shall be trucked away so as to not affect stormwater drainage patterns or the safety of the subject property or abutting properties. Appropriate measures shall be taken to safely remove these from the site.
3. Pre-Construction Meeting. A preconstruction review meeting with inspection of the erosion control installation and marked limits of clearing shall be required before issuance of a building permit.
4. Limits of Work; Tree Protection Areas. During clearing and/or construction activities, the marked limit of work shall be maintained until all construction work is completed and the site is cleaned up. All vegetation beyond the limit of work shall be retained in an undisturbed state and no stockpiling of topsoil or storage of fill, materials, or equipment may occur within the protected area. Without limiting the foregoing, Protected Trees to be retained shall be surrounded by temporary protective fencing or other appropriate

measures before any clearing or grading occurs, and maintained until all construction work is completed and the site is cleaned up. Protective barriers shall be large enough to encompass the Critical Root Zone of all Protected Trees to be preserved. Inspection of the protective barriers shall be required before issuance of a Building Permit.

5. Construction Vehicles. All construction vehicles shall be parked onsite. No construction vehicles shall enter the premises before 7 AM on any given construction day. In the event it is not feasible for construction vehicles to park onsite, the Applicant shall schedule a police detail to safely direct traffic.
6. Inspections. Inspections shall be required during construction, and prior to issuance of a certificate of occupancy, of all elements of the project related to or affecting erosion control, limits of work, and the approved drainage and stormwater system installed for the project. The Planning Board may require, at the applicant's expense, the establishment of a consultant fee account pursuant to Massachusetts General Laws Chapter 44 Section 53G, to fund the cost of such inspections.
7. Landscaping. In addition to the 7" of mitigation proposed, prior to issuance of a certificate of occupancy, the Applicant shall provide 20" hardwood tree mitigation along the easterly portion of the property for the 24" hickory tree in the front of the property to be removed in coordination with the Community Planning Department.
8. As-Built Plan Requirement. Upon project completion an as-built plan must be submitted to the Building Commissioner and Community Planning Department prior to the issuance of a certificate of occupancy, and in no event later than two years after the completion of construction. In addition to such other requirements as are imposed by the Building Commissioner, the as-built plan must demonstrate substantial conformance with the stormwater system design and performance standards of the approved project plans. The as-built plan must also demonstrate substantial conformance with all other aspects of the approved project plans, including landscaping.
9. Maintenance of Protected Trees. Each Protected Tree retained, and all new trees planted to mitigate the removal of Protected Tree(s), shall be maintained in good health for a period of no less than twenty-four (24) months from the date of final inspection, or issuance of a Certificate of Occupancy, if applicable. Should such tree(s) die or be removed within such twenty-four (24) month period, the owner of the property shall be required to replace such tree with a tree consistent with the requirements within nine (9) months from the death or removal of such Protected Tree or new tree.

For the Planning Board,



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Tracy Shriver

July 10, 2025

**In Favor:** Gordon Carr, Crystal Kelly, and Tracy Shriver

**Opposed:** Gary Tondorf-Dick

This decision shall not take effect until a copy of the decision bearing the certification of the Town Clerk that twenty (20) days have elapsed since the decision has been filed in the office of the Town Clerk and no appeal has been filed, or that if such appeal has been filed, that it has been dismissed or denied, is recorded with the Plymouth County Registry of Deeds and/or the Plymouth County Land Court Registry, and indexed in the grantor index under the name of the record owner or is recorded and noted on the owner's certificate of title.